

CIA INTERNAL USE ONLY

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MEMORANDUM FOR THE RECORD

SUBJECT: Suitland Records Center - Courtesy Storage Agreement

1. On 16 August I received a call from Dr. Angel, Assistant Archivist for Federal Records Centers, informing me that he had prepared a draft of an agreement that would permit us to store 40,000 cubic feet of Agency records in their newly opened Records Center facility at Suitland.

2. As this agreement afforded us only temporary occupancy and subjected us to certain operational restrictions, he felt it best that we review this draft and contact him if we had any questions.

3. Our review of the draft revealed several conditions that we could not possibly comply with and we also felt that the wording was quite severe.

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4. [redacted] and the undersigned met, and a further meeting between Mr. Bannerman and [redacted] was held, STAT it was decided that we should meet with Dr. Angel to see if this agreement could be made more reasonable.

5. On 23 August [redacted] met with Dr. Angel, STAT at which time Dr. Angel informed us that this draft was developed as a test and he was trying it out for size. NSA received a similar draft. He indicated that he was happy we could sit down and discuss this and that from this meeting we should be able to develop a satisfactory agreement.

6. The following changes in the draft were made as a result of this meeting:

a. Our original requirement for 40,000 cubic feet of shelf space was reduced to 25,000. This will make it easier for us to approach the condition that our partitioned space be 80% filled. Dr. Angel said that he understands we won't keep this 80% filled and that they will not insist on this.

b. The condition that we store only records of at least SECRET classification was extended to include "or records requiring that degree of protection". This now permits us to also store records below SECRET classification.

c. The provision that we assign no more than 2 CIA employees full time to this partitioned area was amended to read no more than 3 CIA personnel. He indicated that any reasonable number was agreeable to him.

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d. The portion of the agreement dealing with duration of lease will now read as follows:

This agreement is intended to provide CIA with security records storage space for a period not to exceed December 31, 1970. The agreement may be terminated sooner to suit the convenience of either party.

This change eliminated the undesirable statement that if CIA does not comply with the conditions of this agreement, GSA can terminate the agreement.

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7. This was a very amiable session [redacted] playing the lead. Dr. Angel was very receptive to our suggested revisions in this agreement. Before the session ended he asked that we visit Suitland, adjust our space requirements, and inform him of the adjusted figure.

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8. On 24 August [redacted] met with representatives of PBS at Suitland and modified the floor plan to accommodate 25,000 cubic feet of storage space. The adjusted figure (25,000 cubic feet of storage space) was phoned to Mr. Angel [redacted] on 25 August. STAT

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